

State Historical Records Advisory Board

Minutes

The State Historical Records Advisory Board (SHRAB) met on August 28, 2006 at 1 p.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Gretchen Haney, representing Kent Whitworth, Kentucky Historical Society (KHS); and Mary Winter, Citizen at Large. Also present were: and Connie Renfroe, Public Records Division Secretary. Not present were: Dr. James Greene, Harlan Independent School District; Rebecca Ryder, University of Kentucky (UK); and Sue Lynn McDaniel, Western Kentucky University (WKU).

The minutes of May 31, 2006 were reviewed. Bell made a motion to accept the minutes, seconded by Winter. Motion carried unanimously.

Deirdre Scaggs, project manager, gave an updated report on the UK's NHPRC grant *John C. Wyatt Herald-Leader Photographic Collection*. The project is scheduled to end on June 30, 2007. One of the goals of the grant is to have description information for approximately 97,000 photographs entered into the database. To date, the 1939-1955 photographs are completed and are online. Another goal of the grant is to post a finding aid online. Scaggs reported that all of the goals as agreed upon by UK and NHPRC had been met except for the complete count of the actual number of images being entered into the database. The SHRAB was very pleased with the progress on the grant and thanked Scaggs for her report.

Lynne Hollingsworth gave an updated report on the Kentucky Historical Society's NHPRC grant *Registers and Rosters*. The project was delayed by three months because KHS did not receive permission to hire two archivists until ten days after the project was supposed to start. Since then, the archivists that were hired have accepted full time state jobs, so Hollingsworth will have to hire two more archivists. One hundred and thirty cubic feet of the Woodburn Farm collection have been processed. Approximately thirty cubic feet of the Kentucky Military History Collection and twenty-two cubic feet of the Kentucky River Mills Collection have also been processed. Other work is also ongoing with many other collections. The grant work consists of basic processing, infrastructure, distribution of materials, and finding aids, which have also been sent to the Kentucky Virtual Library (KYVL). Hollingsworth said that people are using the collections. Hollingsworth plans to ask for a six-month extension to complete the project. The SHRAB was

pleased with the report and expressed appreciation to Hollingsworth for the work done on the project.

Belding said that he hoped to have a representative from Berea to talk about their NHPRC grant *Council of the Southern Mountains Records 1970-1989 Preservation and Access Project* at a future meeting.

Teague gave an update on the NHPRC grant to the SHRAB. One SAA workshop *Describing Archives: A Content Standard* at UK was held on May 11th. Another SAA workshop on *Copyright: The Archivist and the Law* is scheduled for November 9-10, 2006 at the Lexington Public Library. SHRAB will pay \$100 for each Kentucky participant. There has not been much progress on the production of the video. There were problems transferring the money to KET. KET is not going to be able to produce the video but will subcontract with one of the producers that KET uses in Lexington. Teague hopes that production will get started this year and be completed sometime next year.

Teague said that the SHRAB will apply for an NHPRC administrative grant for \$10,000 for 2007. Money from the grant will be used to pay for administrative costs, SHRAB travel expenses, and two or three SAA workshops.

Revisions to the Strategic Plan were reviewed. Teague will update the timeline and distribute to SHRAB members for review before the next meeting.

The next meeting date is scheduled for October 19, 2006.

The SHRAB agreed that participants in Archives Week should receive a certificate in recognition for their efforts and participation. The Board also agreed to ask participants for feedback as to how their events worked for them. KCA will be held on October 13th.

Belding mentioned that he had contacted Melissa McEuen, Professor of History at Transylvania University, about the possibility of becoming a SHRAB member. He also asked Yvonne Baldwin for recommendations to represent eastern Kentucky as a SHRAB member but is still awaiting a response.

There being no further business to discuss, the meeting was adjourned.

